

## BROOKLYN VILLAGE BOARD MEETING MINUTES

January 11, 2016

The January 11, 2016 Village Board meeting of the Village of Brooklyn was called to order at 6:30 pm at the Village Hall by President Pat Hawkey. Trustees present were Kyle Smith, Russell Cazier, Sue McCallum, Todd Klahn. Trustee Leavy and Kirkpatrick were absent. Others present were Clerk Strause, Chief Barger, PW Director Langer. All stood for the Pledge of Allegiance. There were no public comments. Bill Holland representing **Green County United to Amend** was unable to appear and will be put on the February agenda. Holland will be asking for a referendum to be placed on our ballot.

Hawkey moved, second Smith, carried to approve the minutes of 12-14-15.

President Hawkey read a letter from DOT regarding construction on **St Hwy 14 now scheduled for 2020**. The project will focus on riding surface, roadway width, and intersection enhancements.

**Clerk Strause gave the November financials** with income of \$212,414.88, expenses \$175,686.05, and end of month balance in all funds of \$1,410,207.57. The Spring ballot in April will have Bruce Crubaugh, Susan McCallum, and Russell Cazier on the ballot in that order for the three Trustee positions being elected. Tax collection for December shows 42% collected in Green County and 54% in Dane County for a total of \$1,174,539 paid.

**PUBLIC WORKS:** PW Director Langer reported **\$1,000 donated by American Transmission Company for the 2016 Forestry program**. A Thank You letter will be sent. **Vacation carryover of 40 hours each was approved for Spilde and Golz** per motion by Smith, second Cazier, carried. In past years, the Personnel Committee approved vacation carryover as stated in the manual. Personnel Committee will meet soon and review this part of the manual. Annual Utility reports from Spilde and Public Works reports from Langer were reviewed. Monthly reports were also reviewed.

**SAFETY:** Per recommendation of the committee, Hawkey moved, second Smith, carried to approve the **Police Secretary's increase in wage to \$13.33 per hr on Feb 1, 2016** having completed her first six months probationary evaluation. She is currently paid \$12.94 per hr. **Vacation carryover for Chief Barger and Officer Engelhart at 40 hours each was approved** per motion by Smith, second Cazier, carried. Chief Barger will lose 3.5 vacation hours as the personnel manual only allows for forty hours to be carried over. Trustee McCallum reported Chief Barger is reviewing applicants on file to **begin the part-time hiring process**. If there is not enough response after making contact, the committee gave direction to place an ad for hiring. There was no monthly Chief's report.

**CONSENT AGENDA:** Smith moved, second Klahn, carried to approve payment of January 2016 invoices as presented.

**NEW BUSINESS:** Clerk Strause will be on medical leave starting Feb 18<sup>th</sup> for 6-8 weeks and **will be retiring August 1, 2016**. **Updated Clerk-Treas job description** was recommended for approval last year by the Personnel Committee. Hawkey moved, second Klahn, carried to approve the update. Finance committee discussed when to start the **hiring process for the Clerk-Treas**. Linda Kuhlman, Deputy Clerk-Treas, may be interested in the position. Village attorney's opinion is the Board may appoint her to this position. The hiring process would then be for a Deputy Clerk-Treas. This will be on the February agenda to discuss possible internal appointment of current employee or start the hiring process in April with ads in the paper by the first week in May. Office hours for the Clerk-Treas office were discussed. Finance committee's recommendation is to **close the office on Friday and be open Mon-Thurs from 7 a.m. to 5 p.m. starting in February**. Hawkey moved, second Klahn, to approve the committee's recommendation. Trustee McCallum stated she was against this proposal as the office should be open five days a week for community service. Trustee Klahn stated for one person to run fifty hours a week plus meetings is a lot to ask when the Clerk is on medical leave. Trustee Smith stated he would like this to be on a trial basis while the Clerk is gone. Pres. Hawkey stated the reason for the four day work week is we don't have enough staffing and two days a week there is one employee working alone. Hawkey moved, second Klahn to amend their motion to start February 1<sup>st</sup> to keep the Clerk's Office open Monday-Thurs from 7 a.m. to 5 p.m. on a temporary basis until reviewed at the April Board meeting. Motion carried.

**Renew or Non-renewal of the Oregon Senior Center contract** which expires 12-31-16 was discussed. Village of Oregon is discussing construction of a Civic Campus which would include the Senior Center. Smith moved, second Hawkey, carried to send a letter to the Village of Oregon and the Senior Center to put on notice for 2017 non – renewal. Trustee McCallum abstained. User equity was discussed as the Town of Brooklyn (Green County) and City of Fitchburg do not contribute to the annual cost. There will be more discussion during the year with the Senior Center letting us know their plans/needs.

Discussion was had on **employee request to find ways to address expenditure restraints and other State laws affecting our ability to maintain services in municipalities**. McCallum stated PW Director Langer at budget time in reference to the higher cost of health insurance premium asked what can be done to control these costs. McCallum stated she has contacted Sen Erpenbach on the issue questioning what is driving the high cost. Several lobbying groups have attempted to research the issue. The League of Municipalities will be contacted on the issue as they lobby on many issues for municipalities. ETF is researching a self funded insurance plan. Last October, Sen. Chris Larson and State Rep Debra Kolste introduced a rate review bill to hold health insurance companies accountable for premium hikes. It is unknown where this bill stands currently. **Green County United to Amend** (on the Feb agenda) wants to talk about big money in politics. Trustee McCallum will research the issue. Letters can be sent to State Senators and Representatives along with the League of Municipalities.

**UNFINISHED BUSINESS:** Trustee Cazier continues to research archiving emails. Computer Magic has not returned his calls. Finance will continue discussion in February.

**COMMITTEE REPORTS:** **Planning and Zoning, EDC, and Emergency Management** did not meet. **Ordinance** met with no report at this time. **Recreation**-Hawkey moved, second McCallum, carried to appoint Rex Tilley to the committee. **Personnel** will meet Tues., January 19<sup>th</sup> at 4:30 p.m. at the Community Bldg. **Public Works** did not meet in December but will meet Jan 25<sup>th</sup>. **Finance**-Hawkey moved, second McCallum, carried to approve a **website upgrade with Town Web Design** (current designer) for an amount not to exceed \$379.

**Fire/EMS District contract revision** discussion continued. A referendum to go over levy limits needs to be filed by January 26<sup>th</sup> for the Spring Election. President Hawkey stated the timing for a referendum is wrong with their budget approved late fall. Trustee Smith stated he would like to keep the one contract but with the entities separated because statutorily the Fire Department is mandated while EMS is not. A 2015 report of several communities, their EMS budget/population/per capita was reviewed. Several of the communities run several ambulances with much greater population with per capita rates ranging from \$85.14 to \$15.74 with the average being \$47.23. With the Village paying the highest % of the cost, it has been requested for more Village representation. The District Board has stated several times they don't want a seven member board and did not discuss any alternatives to changing representation. Town of Brooklyn has not discussed the issue. Town of Oregon has submitted minor changes to the proposed contract. The last District Board meeting revealed another loan the District has for an ambulance. The 2014 loan document states the money is for "Fire Fighting services" in the amount of \$72,236. Consensus was to get an opinion from our Village Attorney on several questions: What the borrowing power of the District Board is; if the current contract is void after the refinancing issue; how we can get more representation on the District Board as we are paying the highest % of cost; the possibility of having two separate contracts, i.e., one for Fire and one for EMS; how the 4/5 voting rule affects our obligation to pay EMS cost as we may need to look elsewhere for this service; are we financially only obligated to pay \$15 per capita for EMS service? Attorney opinion will be forwarded to all Board members. President Hawkey stated the District Board needs fiscal accountability and the contract needs a starting and end date. There is no contingency plan that says this is our five year plan. The EMS mileage rate is \$15 per mile but only if there is a transport and charged only one way. WI State Journal today had an article on EMS mileage rates which was reviewed. Trustee McCallum stated she felt there was a duplication of services and those being paid when the First Responders and EMS crew both go on the same run. Trustee Smith commented that the First Responders are trained and an integral part of assisting both Fire and EMS crews. **Fire/EMS District Board meeting is Jan 20<sup>th</sup>**. Clerk will post agenda for possible quorum. Klahn moved, second Cazier, carried to adjourn at 8:33 p.m.

Carol A Strause, MMC, WCMC, CMTW